



[Billing Code: 3410-09]

## DEPARTMENT OF AGRICULTURE

August 22, 2012

### Submission for OMB Review; Comment Request

The Department of Agriculture has submitted the following information collection requirement(s) to OMB for review and clearance under the Paperwork Reduction Act of 1995, Public Law 104-13. Comments regarding (a) whether the collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility; (b) the accuracy of the agency's estimate of burden including the validity of the methodology and assumptions used; (c) ways to enhance the quality, utility and clarity of the information to be collected; (d) ways to minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology should be addressed to: Desk Officer for Agriculture, Office of Information and Regulatory Affairs, Office of Management and Budget (OMB), Pamela\_Beverly\_OIRA\_Submission@OMB.EOP.GOV or fax (202) 395-5806 and to Departmental Clearance Office, USDA, OCIO, Mail Stop 7602, Washington, D.C. 20250-7602. Comments regarding these information collections are best assured of having their full effect if received within 30 days of this notification. Copies of the submission(s) may be obtained by calling (202) 720-8958.

An agency may not conduct or sponsor a collection of information unless the collection of information displays a currently valid OMB control number and the agency informs potential

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persons who are to respond to the collection of information that such persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.

**National Institute of Food and Agriculture**

*TITLE:* Reporting Requirements for State Plans of Work for Agricultural Research and Extension Formula Funds

*OMB CONTROL NUMBER:* 0524-0036

*SUMMARY OF COLLECTION:* Section 202 and 225 of the Agricultural Research, Extension, and Education Reform Act of 1998 (AREERA) requires that a plan of work must be submitted by each institution and approved by the National Institute of Food and Agriculture (NIFA) before formula funds may be provided to the 1862 and 1890 land-grant institutions. The plan of work must address critical agricultural issues in the State and describe the programs and project targeted to address these issues using the NIFA formula funds. The plan of work also must describe the institution's multistate activities as well as their integrated research and extension activities.

NIFA is requesting to continue to collect an update to the 5-Year Plan of Work which began with the Fiscal Year 2007, and as a result no longer needs to collect the initial 5-Year Plan. Also, as required by the Food Conservation and Energy Act of 2008 (FCEA) (P.L.110-246, Sec. 7505), NIFA is working with the university partners in extension and research to review and identify measures to streamline the submission, reporting under, and implementation of plan of work requirements.

*NEED AND USE OF THE INFORMATION:* Institutions are required to annually report to NIFA the following: 1) the actions taken to seek stakeholder input to encourage their participation; 2) a brief statement of the process used by the recipient institution to identify individuals or groups who are stakeholders and to collect input from them; and 3) a statement of how collected input was considered. NIFA uses the information to provide feedback to the institutions on their Plans of Work and Annual Reports of Accomplishments and Results in order for institutions to improve the conduct and the delivery of their programs. Failure to comply with the requirements may result in the withholding of a

recipient institution's formula funds and redistribution of its share of formula funds to other eligible institutions.

*DESCRIPTION OF RESPONDENTS:* State, Local or Tribal Government

*NUMBER OF RESPONDENTS:* 75

*FREQUENCY OF RESPONSES:* Reporting: Annually

*TOTAL BURDEN HOURS:* 48,600

### **National Institute of Food and Agriculture**

*TITLE:* NIFA Grant Application

*OMB CONTROL NUMBER:* 0524-0039

*SUMMARY OF COLLECTION:* The United States Department of Agriculture (USDA), National Institute of Food and Agriculture (NIFA) sponsors ongoing agricultural research, education, and extension programs under which competitive, formula, and special awards of a high-priority nature are made. These programs are authorized pursuant to the authorities contained in the National Agricultural Research, Extension, and Teaching Policy Act of 1977, as amended (7 U.S.C. 3101), the Smith-Lever Act, and other legislative authorities. Before awards can be made, certain information is required from applicants as part of an overall application. In addition to a project summary, proposal narrative, vitae of key personnel, and other pertinent technical aspects of the proposed project, supporting documentation of an administrative and budgetary nature also must be provided. This information is obtained via applications through the use of federal-wide standard grant application forms and NIFA specific application forms. Because competitive applications are submitted, many of which necessitate review by peer panelists, it is particularly important that applicants provide the information in a standardized fashion to ensure equitable treatment for all.

*NEED AND USE OF THE INFORMATION:* The fundamental purpose of the information requested is for USDA proposal evaluation, award, management, reporting, and recordkeeping, as part of the overall administration of the research, education, and extension programs administered by NIFA. In addition to federal-wide standard grant application forms, NIFA will use the following program and agency specific components as part of its application package: Supplemental Information Form; Application Type Form; Application Modification Form; Form NIFA–2008, Assurance Statement(s); Form NIFA–2010, Fellowships/Scholarships Entry/Annual Update/Exit Form.

*DESCRIPTION OF RESPONDENTS:* Not-for-profit institutions; Business or other for-profit; Individuals or household; Federal Government; State, Local or Tribal Government

*NUMBER OF RESPONDENTS:* 6,150

*FREQUENCY OF RESPONSES:* Reporting: On occasion

*TOTAL BURDEN HOURS:* 14,388

RUTH BROWN  
Departmental Information Collection Clearance Officer

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